

**Bev Facey School Council
Virtual Meeting
Minutes for October 20, 2020**

Attendees: Staff: Cherum Orr, Matt Shudra, Trudy Williamson

Families Represented: Karen Tomnuk, Cecile Palm, Amanda Beck, Wendy Gyte, Marlene Crippin, Cathy Jones, Krista Scott, Colleen Helwig, Elain Hubercheck, Trish Kuhn, Tammy Parker, Sheri Cholin, Sheri-Dawn Annett, Jocelyn Rayan, Teri Kreacker

Trustee: Trina Boymook

1. **Call to order** at 6:01 by Karen Tomnuk. Round “table” introductions were made.
2. **Additions to the agenda** – none
3. **Approval of September 15, 2020 minutes** – Motion to approve put forward by Sherri Dawn Annett and seconded by Marlene Crippin
4. **Alberta Education Diploma Exams update** – Matt Shudra
Diplomas are optional for students in school. Home schooled students do have to write them. 70% of in school students have opted out at this time and 30% plan to write. Students can change their mind and choose to write all the way until exam time. Some post-secondary institutions have already stated they will not require diploma marks for quarter one, but, students must check with the post-secondary institutions they plan to attend to confirm whether or not they require a diploma mark. There will be opportunities to write the exam down the road if necessary.
5. **DRAFT School Operating Procedures** – Karen Tomnuk
School Council Operating Procedures are needed to help clarify the purpose and guide the work of School Council. Bev Facey’s operating procedures were last updated in 2012. It was recommended by last year’s council to review the document and update as necessary.
In order to accept the new School Council Operating Procedures, members must be given at least 21 days advance notice. We will discuss any recommended changes today, and vote on the document at November’s council meeting if there is no more input, feedback or changes.

Highlights of the changes:

- Giving individuals who are considered part of the “school community” (Under Definitions, “School community” means persons other than parents/guardians

or caregivers who have, in the opinion of the majority of members of school council, an interest in the well-being of students in the school. This could mean, but is not limited to, independent learners/students.) the opportunity to participate in School Council meetings and are considered voting members.

- A quorum is 50% of elected executive officers including one staff member, one attending parent (who can be an elected officer) and the Principal or designate.
this has changed, motion

In the absence of a quorum, parents and school council members present can agree to proceed with the discussion, but no motions will be considered or approved and no decision by consensus will be reached.

- The position of “Past Chairperson” has been removed from the Executive as this may not be possible if the family no longer has children at Bev Facey.
- Meetings can now be held virtually (originally it was only in person), and may include electronic voting which will be determined by the executive at the time of a vote. This can include, but is not limited to, raise hand feature, chat window, mic, ballots or private messaging).
- Introduction of a code of ethics (Page 7)
- Conflict resolution: if at any time 10 parents, or 5 parents and 50% of the executive, are in the opinion that school council is in a state of conflict, a special meeting can be called. This has changed from 10 parents or 50% of the executive.
- Introduction of privacy of information considerations: School Council will abide by PIPA (Personal Information Protection Act) and will not use or share personal information for purposes other than those of School Council business.

Parent Comment: Regarding 8A - as it is currently described, quorum can be made with only the executive and the principal. I think we need change that definition to reflect the voice of the larger group including non-executive members.

*Motion to strike “who in fact can be an elected officer and the principal of designate” put forward by Krista Scott, seconded by Cecile Palm. Voted – passed.

6. Reports

A. Trustee Report – Trina Boymook

The Board will be establishing a Division Junior High Honours Alternative Program for Grades 8 and 9 for the 2021/22 school year. A survey went out to parents of students in grades 5-9 on October 13. The Board will have its first look at the survey results at their October 29 Caucus meeting.

The Board completed a Value Scope Session on September 21 and 23. The session was to look at how to best address Sherwood Heights facility concerns and other facilities on the Board's capital plan. The session involved.

- Sherwood Heights Junior High
- Pine Street Elementary
- Ecole Campbelltown
- Salisbury Composite High
- Cloverbar Junior High

The Board will have its first look at the report on October 29.

The Board will be holding school results review in November. Bev Facey is scheduled for November 24 at 1-3:30pm. Due to limitations on gathering, Zoom will be used.

Parent Question: Will EIPS post a summary of the survey results?

Answer: I'm not too sure at this time. The Board will communicate out the summary at some point.

Parent Question: Is the survey open all parents?

Answer: The link was sent to families with students in grades 5-9. If any other parent would like to participate in the survey they can contact me (Trina) and I will forward the link.

Parent Comment: Thank you for continuing the conversation about a Junior High Honours Program. I am interested in participating in the survey review – Krista Scott.

B. Administrative Report

Matt Shudra (for Barclay Spady) - AHS COVID update

Bev Facey currently does not have any active cases. We have had a total of 6 positive cases. At the height of it, there were a total of 122 students and staff home in quarantine. The students and staff adapted very well to online learning using a variety of online tools, ie. Brightspace, google classroom. None of the COVID cases were from in school transmission.

AHS did a tour of the school and went over the back to school plan. They found 2 soft chairs that needed to be removed from a staffing area, but they thought Bev Facey did a great job.

Parent Question: With the emotional toil and COVID fatigue, how does lunch time work? There must be peer-pressure and unmasking. What is Bev Facey's approach?

Answer: Lunch is the most chaotic time. We have provided extra spaces for students to go. The gyms and some classrooms are open. Some seating in the foyer has been removed to promote social distancing. The students are reminded of the 2 meter rule and to wear their masks again after eating. Teachers continually tour all areas and remind kids to put their masks back on or about the distancing rule. The classrooms that are open have their teacher in the classroom. Many of the grade 12s leave the school at lunch which does help decrease the number of people in the hallways and common areas. There have been a few phone calls from the community reporting that some students are out and about without masks. Overall it is going very well and most students follow the rules without reminders.

Parent Question: Are there any types of announcements or shout outs to those students doing really well? Masks seem to be normalized but might be a good way to keep it top of mind for both students and adults.

Answer: Great idea! We do already let kids individually know they are doing well here and there but we will look into figuring out what to do to show appreciation for following the rules. Positive reinforcement ideas to come. Maybe lunch coupons?

Matt Shudra (for Cherum Orr) – Advanced Placement, Exams, Parent Teacher Conferences

AP Exam registration deadline for quarter one is October 28th. Registration for quarter two will likely be the end of November. Parent teacher conferences were held via google meets or on the phone. There was 80 – 100% attendance. Parents felt it went very well.

Parent comments: “I thought the phone convos were good”, “I want the interviews to always be over the phone”, “so great”, “very convenient.”

Matt Shudra (as himself) – Athletics, Facility, Transportation

Sports will continue to be suspended for now until the beginning of November where it then will be re-evaluated. Might move forward then with small cohort games. We will have to wait and see though. There has been some talk about other schools moving ahead with practice but that is only where the coach is already a teacher in that school. There is also a change room pilot project started; there won't be locker use. They don't want kids changing in bathrooms as that creates the same problem of congestion. The pilot isn't happening at Bev Facey so we will have to wait and see what comes of that.

Parent Question: Trina – when will EIPS revisit their decision to open up gyms to community sport bookings? The community team are finding it incredibly difficult to find gym space.

Answer: Trina Boymook – There is no date yet. The situation will have to change significantly. Currently there is a great deal of effort and considerable cost to keep the schools clean and safe for the students who go there. Community use is not possible now, not soon.

Trudi Williamson – Awards, Grad, Student Council

We had a modified awards presentation for the major award winners. The ceremony was October 15th and was similar to grad where each award winner with their family came through. There was a speech, they were presented their award and then had the opportunity for pictures. The event was live-streamed. Many families thought it was great to have a “private” award ceremony.

The rest of the awards will be presented but we aren’t sure how yet due to numbers. There are 224 last year grade 11’s and 235 last year grade 10’s who qualify for awards. That is 70% of the student! It is important to acknowledge them all. There will be honours and merit awards. Merit awards have been added. These are for students who have a 75 – 79.9% average. We are using the Alexander Rutherford qualifications. Parents can then be aware that the students can qualify for Rutherford scholarships. Two out of the five marks can be options so you can combine the best marks to qualify. We are investigating ways to present the awards to students. May ask parents or students what they prefer.

Grad- we are having our first student grad meeting at lunch on Thursday (22nd). Students already know the format will be similar to last years. We might expand that a bit, maybe have a bigger gathering, friend groups and their families. The art department is coming up with designs for grad wear. There is now a Brightspace “class”. We will use Brightspace as a communication tool. We hope to have an online grad parent council meeting next Thursday, October 29th at 6:00 or 6:30pm. Information will go out prior.

C. COSC Report - Krista Scott

The meeting started with the election of the COSC Chair, Vice-Chair and Secretary for the 2020-21 school year. The positions are as follows:

- Chair: Lesley Bowman, Pine Street Elementary
- Vice-Chair: Devon Marshall, Strathcona Christian Academy Elementary
- Secretary: Position remains open. At the start of every meeting, the Chair will continue to seek a secretary until the position is filled.

COSC meeting dates are taking place virtually using the platform Zoom on the following dates:

- Oct. 7, 2020
- Nov. 4, 2020
- Jan. 6, 2021
- Feb. 3, 2021
- Mar. 3, 2021
- Apr. 7, 2021
- May 5, 2021

2020-21 Meeting time - some members suggested starting the COSC meetings at 6:30 p.m., given meetings are virtual for the 2020-21 school year. Before making a decision, members asked EIPS to circulate a survey to determine if an earlier start time worked for all members. The link to the survey is below. It's a quick survey and shouldn't take more than one minute to complete. The survey deadline is **Oct. 28, 2020**.

[Survey: COSC meeting time 2020-21](#).

[Alberta School Councils' Association](#) (ASCA) is the provincial organization for parents on school council—all EIPS schools are members. Below may be of interest to COSC members:

- The ASCA website offers various resources for school council members designed to enhance school council effectiveness and parent engagement.
- Particularly useful is the recently updated, "[School Council Resource Guide](#)," which steps members through the purpose and role of a school council.
- The [School Council Engagement Task Force](#) is a committee EIPS school council members may want to participate on. Committee members offer feedback to the Board of Directors to help determine future advocacy issues.
- This year, ASCA is also hosting:
 - o *Meeting Mondays* – An open agenda that parents can join, ask questions and get school council support.
 - o *Webinar Wednesday* – Webinars that feature abbreviated versions of ASCA's regular workshops.

Caregiver Education Series - Alberta Health Services is hosting a series of virtual caregiver information sessions focused on ways to support students' mental health. The sessions are free and geared toward parents, caregivers, teachers and community members who want to learn more about challenges impacting children and adolescents. Session topics include anxiety, ADHD, depression, self-harm, technology, teens and teaching leadership skills, communication, resiliency, and more. [Learn more](#)

COSC Operating Procedures - Lesley Bowman, the COSC Chair, went over the recently updated COSC Operating Procedures, which guides the work and supports the operations of COSC. The COSC Operating Procedures are available online at eips.ca. [COSC Operating Procedures](#)

EIPS Re-entry - Superintendent Mark Liguori and Associate Superintendent Sandra Stoddard discussed the Division's school re-entry plan. The discussion outlined how schools are operating and expectations throughout the COVID-19 pandemic. The goal: To ensure operations take place in the safest way possible, the risk of transmission is low, and everyone continues to learn and work in a safe environment. [EIPS COVID-19 Guidelines](#)

You can also join COSC on *Facebook* to share information and ask questions with other school councils. To join the group, visit <https://www.facebook.com/groups/471089089934102/>.

Additional information from the Oct. 7, 2019 meeting is available at www.eips.ca. The next meeting takes place on Nov. 4, 2020. We look forward to seeing you there.

D. Chair Report – Karen Tomnuk

I'd like to acknowledge administration for managing a difficult month with the positive cases. We appreciate the open communication with parents.

Thank you for posting photos on social media it's a great way to connect with the school and our children. It is great to see kids excel in their areas.

Thank you Cecile for organizing with the Alberta School Council's Association two learning opportunities for members; clarifying School Council's purpose and providing assistance with drafting an updated operating procedure document for Bev Facey.

It is nice to see so many people at this meeting and I'd like you all to encourage your friends to attend School Council meetings. It is a great way to learn about what's happening in the school community. Administration always gives great updates; worth the time investment. Many, I'm sure, may not get the complete information from their child. Grab a glass of wine and listen in.

Administration, we'd like you to ask School Council for their support in any initiatives or challenges you are facing that a parent/guardian group can help with. Please consider this group as a resource.

Parent Comment: I'd (Cecile) like to mention that last year's chair, Jeff started organization of the ASCA workshops last year before COVID. I continued the process this fall.

Parent Question: Are there plans for Halloween at Facey?

Answer: FLI may organize something, information will go out to parents next week. Just

Parent Answer: FLI is planning a pumpkin hunt this week and something for Friday next week II just asked my FLI kid)

Parent Question: I would like to understand how a "hold in place" works? The students fear goes immediately to a gun or dangerous person in the area. During the last situation, students were texting kids at Haythorne to see if they were on lockdown. I do not know if you were able to let them know that it is a medical issue or other issues.

Answer: Different situations call for different responses.

A Hold and Secure is for a threat happening outside and we are keeping the kids inside. During a hold and secure, all exterior doors to the school are locked, with no one

permitted in or out of the building. An announcement will go out over the intercom stating the issue and instructions, ie. keep students in the classrooms. Students will continue to complete work and learn in the classroom. An email will go out to parent and on social media.

A Lockdown is when there is a violent threat inside. There is no explanation, just lockdown, lockdown, lockdown over the intercom. All are to follow lockdown procedures. All exterior doors to the school are locked and no-one is permitted in or out of the building. There will never be a surprise lockdown drill. These drills are always announced.

There are also alerts, where we ask all students to remain in their classrooms. This may be if there is, say, a student in distress and we'd like to keep the hallways clear for EMS. An announcement will go over the intercom stating the issue. An email will go out to parents.

Parent Question: The emails sent out about the positive COVID cases did not contain a lot of information. Other schools mention the teacher, classroom and grade. Why do we not even get the grade the person is in?

Answer: All emails are sent from Central office with patient confidentiality in mind. They send emails to the students directly affected then to the rest of the families. It is also difficult to mention a grade due to the nature of the classes. Many classes contain students from more than one grade. It could be two levels are sharing a classroom or different age students are taking classes up or down from their traditional grade.

There has been a learning curve. There is now a second email that goes out with clearer/more information. Feedback is always welcome to help make the process better.

Parent Comment: As a parent we cannot thank the Facey staff enough for all the extra time you put in to plan events to give our kids their award ceremonies, modified grad etc. Merci and cheers.

7. Meeting adjourned at 7:20pm

Minutes prepared by Cecile Palm – Secretary